eVA Interface and Integration Design Team – Import/Export Group

Meeting Minutes
November 6, 2003

Opening:
A meeting of the eVA import/export interface workgroup was called to order at 10:00 AM on 11/6/2003 in Richmond.

Present:

Regina Baxter, SVTC (phone)	Andy Kmett, VCE (phone)
Richard Brough, DSS	Marion Lancaster, DGS
Martha Freeland, DMV (phone)	Parvin Mirshahi, DGS
Maria Hatcher, DGS	Don Rainey, DGS/DPS
Julie Hamilton, ESH (phone)	Jim Roberts, DMHMRSAS (phone)
Cheryl Kimball, DOLI/DCR (phone)	Dana Smith, VITA (phone)

A.   **Approval of Agenda**
The informal agenda:
1   – Implementation Status
2   – New Work
3   – Agencies Status
4   – Policy Questions

B.   **Approval of Minutes**
Previous meeting minutes reviewed.

C.   **Issues**

Open Issues

Closed Issues

D.   **New Business**

1. Implementation Status
Nothing to report.

2. New Work.
Nothing to report.

3. Production Status
DGS –
- HOLDING TANK - Maria reported that the Holding Tank application will be migrated into UAT tonight. She will start testing the load from the Holding Tank to the eVA UAT Data Warehouse tomorrow if the migration is successful tonight.

*** Note: Minutes reflect discussions, not final decisions. A separate document will be provided with final decisions.

Parvin provided a list of reports she has completed and currently working on. She would like to have feedback from the agencies on priority of reports to migrate to production first.

- OTHER INTERFACES – Few agencies have responded back. Marion needs feedback on the PO Summary Export, Catalog Data and Vendor Data (Deleted Vendor and SWAM).

- CHANGE ORDERS TO INACTIVE VENDOR – There was further discussion on Change Orders that cannot be sent to inactive eVA vendors through the interface. Marion will discuss this issue with eVA Project Team and get back to the group.

VDOT –
- Representatives not present.

DMAS –
- Representatives not present.

DSS –
- Richard Brough reported that the agency is still working on the approach to process Pcard orders through the interface as requisitions and complete the approval in the eMall.

DMME –
- Representatives not present.

ABC –
- Representatives not present.

DOLI –
- Cheryl Kimball asked if there are any reports that show the purchase order delivery Preferred Order Method. The answer is no, the current Data Warehouse does not have this information, but the plan is to include this information in the new improved Data Warehouse II. Please let Marion Lancaster know if there's anything else that you would like to be considered to be included in the improved Data Warehouse II.

DEQ –
- Representatives not present.

DCR –
- Cheryl Kimball reported that the agency has some change orders for eVA 'inactive' vendors that cannot be process through the interface. Waiting on response on what to do with these Change Orders.

VATECH –
- Representatives not present.

UVA -
- Representatives not present.

VCU -
- Representatives not present.

DMHMRSAS–
- Jim Roberts reported that there are three facilities left to be implemented in the Lynchburg area. The facilities are Central Virginia Training Center (CVTC), Catawba Hospital and Piedmont Hospital. These facilities will not be implemented until January.

JMU –
- Representatives not present.

ODU –
- Representatives not present

VCE –
- Andy Kmett reported that they are going live with the export interface today. Expecting most of the export transactions to be Quick Quotes.

4. Agency General Status

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DMV –
- Representatives not present.

VITA –
- Dana Smith reported that Samy is working on vendor reports that will compare their ERP vendors to the eVA vendors. Tim Sartini will share code to create the import flat file.

5. Policy Questions
No new questions.

The next weekly interface meeting will be held on Thursday, November 13, 2003 at DGS in the ISS 9th floor conference room starting at 10:00 a.m. Please be prepared to give your agency's status on the import interface effort and problems if any.

Open Action Items

1. Find out if and how agencies will have access to the DGS Holding database. (Marion Lancaster)

   05/29/2003 DGS is not planning on giving agencies access to the DGS Holding database. DGS is actively working with AMS on the design to load "holding tank" data into the eVA data warehouse. Agencies will then be able to access that information through the normal data warehouse reporting process.

Closed Action Items

Prepared by Maria Hatcher

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